



DEPARTMENTS OF THE ARMY AND THE AIR FORCE  
NATIONAL GUARD BUREAU  
111 SOUTH GEORGE MASON DRIVE  
ARLINGTON, VA 22204-1382

27 DECEMBER 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army National Guard (ARNG) FY05 Radiation Safety Training:  
second set of training courses

1. As a follow-up to our initial three Radiation Safety Training courses that were, and are still to be, taught at the Professional Education Center, we are pleased to announce that arrangements have now been made to offer an additional four RSO courses at various state Regional Training Institutes (RTI's), as well as two of our other standard courses. This memorandum describes the course offerings, the training sites, and the procedures for application.

2. The U.S. Army Communications-Electronics Command (CECOM), Directorate for Safety, as Radiation Safety Staff Officer (RSSO) for NGB, is hereby providing a follow-up Radiation Safety Training Schedule for FY05. Two 40-hour Radiation Safety Officer (RSO) Training Courses, one 40-hour LORAD RSO Training Course, one 24-hour Radioactive Commodity Identification and Transportation (RCIT) Training Course, one (new) 24-hour Operational/Local Radiation Safety Officer (OLRSO) Training Course, as well as our AN/UDM-2 Operator Training Course will be presented between April and September 2005.

3. The following information is provided for you to meet your radiation safety training needs. Please note that the information below lists the courses, the course dates, the **"bold print" application suspense dates (i.e., the cut-off date to apply for training)**, the name of the primary instructor and the location.

- a. OLRSO, 11 - 13 APR 05, **28 FEB 05**, Al Perrella, PA RTI.
- b. LORAD, 25 - 29 APR 05, **14 MAR 05**, Gary Ziola, MS AVCRAD.
- c. AN/UDM-2, 01 JUN 05, **15 APR 05**, Alice Kearney, Ft. Monmouth.
- d. RSO, 06 - 10 JUN 05, **22 APR 05**, Burt Cummings, AZ RTI.
- e. RSO, 29 AUG - 02 SEP 05, **15 JUL 05**, Gary Ziola, UT RTI.
- f. RCIT, 20 - 22 SEP 05, **08 AUG 05**, Gary Ziola, NM RTI.

4. The 40-hour RSO Training Course is intended to qualify an individual as a State RSO (SRSO), Alternate SRSO (ASRSO), Local RSO (LRSO) or Alternate LRSO (ALRSO) for Individually Controlled Radioactive Items (ICRI) within your state, such as the MC-1 Soil, Moisture and Density Tester or the AN/UDM-2 RADIAC Calibrator Set. Attendance at this course is restricted to personnel designated to serve as RSO in any of the aforementioned capacities. NOTE: It is recommended that LRSOs and ALRSOs for the United States Property & Fiscal Offices (USP&FO) attend our 24-hour RCIT Course. They will only

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be accepted to the 40-hour RSO course if slots remain after we have placed applicants that fit into the above categories.

5. The 24-hour RCIT Training Course is intended to qualify an individual as an LRSO or ALRSO at the USP&FO or to certify personnel that ship Type A radioactive material packages. This course will train individuals to identify, monitor, store, handle, sign shipping papers, certify, and transport radioactive commodities. NOTE: The RCIT course is not an alternative to our 40-hour RSO course and will not qualify personnel as an SRSO or ASRSO for any State Radiation Safety Program or any ICRI. The currently revised course addresses the new (as of 01 October 2004) US Department of Transportation regulatory requirements for the shipment of Packages containing radioactive commodities/materials (and the subsequent modifications that will take effect 01 January 2005). In addition, be aware that the Military Surface and Distribution Command (formally the Military Transportation Management Command) has granted recognition to RCIT Training as acceptable training for persons who certify Class 7 (Radioactive) hazardous materials on shipping papers by any mode of transportation, military or commercial.

6. The new 24-hour OLRSO Training Course is intended to qualify an individual as a Local RSO (LRSO) at locations that do not require 40 hours of training (i.e., MATES, UTES, Optical Repair Shops, etc.) and can be used as a refresher course for previously trained RSOs. This course focuses on the operational and practical aspects of Radiation Safety procedures (using Radiac meters, taking wipes, decontamination procedures, etc.).

7. The 40-hour LORAD RSO course is intended to qualify individuals as RSOs for the units that possess the LORAD Model LPX-160 non-destructive portable x-ray system. The 40-hour LORAD RSO course is not an alternative to our 40-hour RSO course and will not qualify personnel as RSO or ARSO for any State Radiation Safety Program or any ICRI.

8. The 8-hour AN/UDM-2 RADIAC Calibration Set Operator Training Course is intended to qualify an individual as an operator for the AN/UDM-2 in order to perform calibrations of RADIAC equipment. The 8-hour AN/UDM-2 Operator Training Course is not an alternative to our 40-hour RSO course and will not qualify personnel as RSOs or ARSOs for any State Radiation Safety Program or any ICRI.

9. Trained personnel who presently serve in SRSO, ASRSO, LRSO, and ALRSO positions are encouraged to attend these courses as refresher training. PLEASE NOTE: State RSOs and Alternate SRSOs are required by NGR 385-11 to attend a minimum of eight hours of refresher training at an interval not to exceed 24 months. As per our policy, priority

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Schedule

placement will be given to newly appointed personnel that have not been trained previously.

a. **Application Procedures:**

(1) Technicians. Submit DD Form 1556 through appropriate training channels to the following address:

Commander  
U.S. Army Communications-Electronics Command  
ATTN: AMSEL-SF-R (*Name of Primary instructor/Course Location*)  
Fort Monmouth, NJ 07703-5024

(2) AGR and M-Day Soldiers. Submit NGB Form 64 through appropriate training channels to the following address:

Commander  
U.S. Army Communications-Electronics Command  
ATTN: AMSEL-SF-R (*Name of Primary Instructor/Course Location*)  
Fort Monmouth, NJ 07703-5024

(3) Block 18 of DD Form 1556 or Block 34 of NGB Form 64 must **include a justification for attendance**. This justification will indicate the radiation safety position of the applicant and the date (if any) of their last radiation training. Ensure the approval Blocks 32, 33, and 34 of DD Form 1556 or the approval Blocks 36, 37, and 38 of the NGB Form 64 are filled out and signed. Failure to meet the suspense date and completely fill out the application will result in return of the incomplete application without action. Please add your email address anywhere on Form 1556 or Form 64, if it is **not** in standard NGB format (Firstname.Lastname@st.ngb.army.mil).

(4) In addition, we (your NGB RSSO) require that all FY05 Radiation Safety Training requests be signed off with the statement "Approved for training" and the Name and Signature of the State Radiation Safety Officer or alternate. We recommend you put this information in block 18 (of Form 1556) and block 33, or top of form (of NGB Form 64). Failure to comply with this requirement will result in return of the incomplete application without action.

b. **Course Application Suspense Date:** We must receive your approved DD Form 1556 or NGB Form 64 by the suspense date listed in paragraph 4. (We highly recommend faxing the **approved copy**, then mailing the originals.)

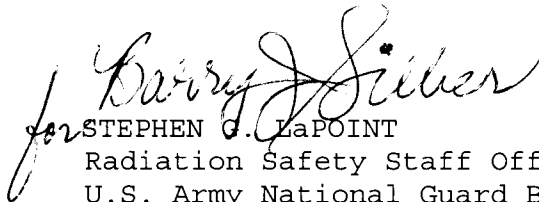
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c. **Acceptance Criteria:** Applications will be prioritized based upon current or future duty responsibilities, prior training, and the number of requests from the individual State.

d. **Acceptance Notification:** We will notify each applicant of the acceptance or non-acceptance of his or her application. Letters of acceptance will include specific instructions regarding course location, billeting or hotel arrangements and reporting times. (**Important NOTE:** If you do not receive notification of the status of your application within two weeks after the suspense date, contact the primary instructor for the course.) To receive mailings and your certificate of completion, it is important for you to provide a valid street mailing address (DD Form 1556, block 12 - Organization Mailing Address) that includes your street address, building/room number, city, state, and zip code and a commercial telephone number. **A Post Office Box is not acceptable.** The best place to put your working address on Form 64 is in block 2. Make sure you also list your work phone numbers there. **NOTE: Under no circumstances is anyone to come to any course without a letter of acceptance from the RSSO.**

10. To contact an instructor listed in paragraph 4, call DSN 987-XXXX, or Commercial (732) 427-XXXX (where XXXX is the instructor's extension, listed below), Facsimile DSN 992-6403 or Commercial (732) 542-7161. Extensions and E-mail addresses are:

Burt Cummings - x7456, Burton.Cummings@us.army.mil  
Alice Kearney - x7455, Alice.Kearney@us.army.mil  
Al Perrella - x7458, Al.Perrella@us.army.mil  
Gary Ziola - x7460, Gary.Ziola@us.army.mil

  
for STEPHEN G. LaPOINT  
Radiation Safety Staff Officer  
U.S. Army National Guard Bureau

**DISTRIBUTION:**

Army National Guard State Radiation Safety Officers

CF:

Chief, Army National Guard Bureau, Army National Guard Readiness Center, ATTN: NGB-ARS (LTC Beverly vandenBerg), 111 South George Mason Drive, Arlington, VA 22204-1382